

## [Citizen Participation Report Example]

### Citizen Participation Report For Maroon Subdivision Case # Z02-XXX

**Date of Report:** Nov. 21, 2002

**Overview:** This report provides results of the implementation of the Citizen Participation Plan for Maroon Subdivision. This site is located at 1234 East Red Street west of the southeast corner of Red and Green Streets and is an application for the rezoning of 25 acres from AG to R1-6 for 100 single-family housing units. This report provides evidence that citizens, neighbors, public agencies and interested persons have had adequate opportunity to learn about and comment on the proposed plans and actions addressed in the application. Comments, sign-in lists, petitions, letters, summary sheets, and other materials are attached.

**Contact:**

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**Neighborhood Meetings:** The following are Dates and locations of all meetings where citizens were invited to discuss the applicant's proposal [comments, sign in lists and other feedback are attached];

1. 10/7/02 - Green Neighborhood Center, 234 E. Red Street, 7 P.M. to 8 P.M. – 45 citizens in attendance
2. 10/21/02 - Golden School, 840 E. Red Street, 8 P.M. to 9:30 P.M. – 1 School Representative, 0 citizens

**Correspondence and Telephone Calls:**

1. 1st letters mailed to contact list (150), including homes, apartments, HOAs, schools and Neighborhood Associations on 9/29/02 (see attached list and example of materials mailed)
2. 2nd letters mailed to 200 on contact list on October 12, 2002 (see attached list and examples)
3. Project published in the "Rainbow News" newspaper on October 1, 2002 (see attached)
4. Meeting notice mailed to 200 on contact list on October 1, 2002. (see attached)
5. Newsletter sent to 200 and hung on 50 doors. (see attached)
6. October 15, 2002 Petition of Support – 25 signatures of adjacent neighbors (see attached)
7. October 15, 2002 Questionnaire – 30 persons (see attached results)

**Results:**

There are 225 persons on the contact list as of the date of this Citizen Participation Report (see attached)

**1. Summary of concerns, issues and problems:**

- Increased traffic in adjacent neighborhood
- Impact on schools
- Increased noise
- Increase of light pollution

**2. How concerns issues and problems were addressed:**

- Traffic will be routed to arterials more directly to avoid impact to neighborhood
- Streetlights will be low glare sodium type
- School indicates that new students will be accommodated in nearby schools
- These improvements will be written in the stipulations (see attached stipulations)

**3. Concerns, issues and problems not addressed and why:**

- Applicant is unable to control noise pollution
- Some increased traffic may be expected, but easily handled by existing roadway levels of service